

**ORTONVILLE CITY COUNCIL MEETING MINUTES**  
**REGULAR MEETING**  
**CITY OFFICE MEETING ROOM**  
**315 Madison Avenue, Ortonville, MN**  
**Monday, June 15, 2009**  
**7:00 P.M.**

**CALL TO ORDER AND ROLL CALL:**

Mayor Blair Johnson called the Regular Meeting of the Ortonville City Council to order at 7:00 P.M. Roll Call was taken with the following Present: Mayor Blair Johnson, Craig Randleman, Steve Berkner, Mike Dorry, Nick Anderson, Bill Powell and Bob Meyer. Staff Present: City Clerk-Administrator David Lang, Deputy Clerk Susan Lundell, Interim Police Chief Gary Dinnel, Fire Chief Randy Mclain, Pool Director Sarah Karels, OAHs Administrator Rick Ash, City Attorney Craig Ash. Media present: Sue Kaercher Blake (*Ortonville Independent*). Others present: David Dinnel, Penny Baybridge, Marcy Stotesbery, Pat Sester, Marlys Johnson, Nettie Eberle and other interested citizens.

**OATH OF OFFICE:** Clerk-Administrator David Lang administered the Oath of Office to new City Council Member William Powell.

**AGENDA AMENDMENTS/APPROVAL:**

**12.f. New Business: Let's Go Fishing**

**Motion by Randleman, second by Berkner** *to approve the Agenda as amended.*

**All in favor. 7-0. MCU. (Motion Carried Unanimously).**

**CITY ATTORNEY REPORTS & RECOMMENDATIONS:**

a. Update: Acquiring Easements-Sanitary Sewer Forcemain; Utility and Street Improvements-McCloud Street. Attorney Ash reported the work continues regarding acquiring easements.

b. Update: Obtain Easement(s) for Utility Line Repairs Beneath Dusty Lane. This was referred to the utility committee for consideration.

**c. Approve First Reading of Aggregation of Retail Customers Ordinance**

**Motion by Randleman, second by Berkner** *to approve the first reading of the Aggregation of Retail Customers Ordinance.*

**All in favor. 7-0. MCU.**

**d. Approve Second Reading of Infrastructure Committee Ordinance**

**e. Resolution Adopting Ordinance 09-07 An Ordinance to Amend the Administrative Code of the Ortonville City Code by Revising Chapter 31 to Combine the Public Utility Committee with the Street Committee**

**Motion by Anderson second by Powell** *to approve the Second Reading of Infrastructure Committee Ordinance and to adopt Resolution 09-083, An Ordinance to Amend the Administrative Code of the Ortonville City Code by Revising Chapter 31 to Combine the Public Utility Committee with the Street Committee*

**Upon roll call vote the following voted Aye: Johnson, Anderson, Meyer, Powell, Randleman, Berkner**

**6-1. Nay: Dorry. MC.**

**RECOGNITIONS/PRESENTATIONS/ INTRODUCTIONS:****a.OAHS May Report-Rick Ash OAHS Administrator**

The April Financials indicate OAHS is overall on target with its budget with \$2.1M in gross revenues. Northridge Residence days are down slightly. OAHS has a \$257,000 positive operating margin and financial indicators continue to be strong. Council Member Bill Powell would like to see graphs in future presentations. The OAHS budget year commences October 1<sup>st</sup> annually. The provider-based clinic billing conversion is going well. A one-year pilot project with Sanford significantly increases the ability to bring in additional health care resources. The medical staff is working on recruiting a Family Practice Physician. Ash asked that people take precautions to prevent the H1N1 Flu from spreading. Legislative Issue: Health care funding from the State of Minnesota will most likely be reduced. The Capital Campaign has been successful with \$140,677.00 coming from employees. Helipad pricing has been obtained and it looks positive to add it to the project. Building Project change orders total \$401,000, of which \$229,000 is for the expansion of the lower level. A 32-slice CT scanner will be on line in July. Information Systems are continuing to be reviewed.

**b.McCloud Street Project and Capital Improvement Plan-Bob Schlieman-Ulteig**

Bob Schlieman reviewed the handout with four options for the McCloud Street Project. Discussion and questions followed. The Capital Improvement Plan was discussed with a map in the handout. The options are to go out for bids in late summer 2009 or defer going out for bids in the spring of 2010.

**c.Minnesota River Trailhead Project-Pat Reisnour-Interstate Engineering**

Pat Reisnour of Interstate Engineering presented information regarding the Minnesota River Trailhead Project. A portion of the City share of \$129,000 could be obtained through fundraisers or through in-kind work by City staff. Construction of the playground will require the conversion of the road into a cul-de-sac. Discussion and questions followed about whether or not to proceed with Phase 1 including the playground, street work and new parking lot. There was a question as to whether or not the cul-de-sac was entirely on City property. Reisnour stated he checked with Big Stone County records and found the cul-de-sac was on city property. Resinour reported he needs a deed, a covenant stating the park will remain a park, a layout for the playground equipment and the application itself.

**Motion by Anderson second by Randleman to advertise for bids for paving the parking lot, cul-de-sac, and street and for playground surfacing.**

**5-2. Nay: Dorry and Meyer. MC.**

**CITIZENS TO BE HEARD:**

a. David Dinnel commented on the proposed purchase of computerized systems for the city office. He expressed concerns regarding the expense of the items with the impending Local Government Aid cuts. He did not want to see staff cuts as a result. He asked why the Automatic Meter Reading System that was purchased a number of years ago is not up and running. Clerk-Administrator Lang reported the staff has not completed the installation of the meters.

**CITIZENS TO BE HEARD: (Cont.)**

b.Sarah Karels asked the Council to do thorough research before making a final decision regarding keeping an in-house Police Department or going with County policing. Sarah asked the Council to consider the level of criminal activity in the area as well as administration, equipment, and facilities. She also suggested doing a public opinion inventory. Sarah recently completed a senior seminar research project regarding the issue and asked the Council to fully research the issue before considering consolidating services.

**CONSENT AGENDA:**

**a.\*Approve Minutes of City Council Regular Meeting June 1, 2009**

**b.\*Approve Minutes of City Council Audit Workshop Meeting May 18, 2009**

**c.\*Approve Hiring 2009 Summer Recreation Employees and Appointing 2009 Summer Recreation Volunteers**

**d.\*Approve Application for Bingo License for the Ortonville Community Center-July 1, 2009-June 30, 2010**

Council Member Dorry asked that Item d. be removed.

**Motion by Powell second by Randleman to approve the Agenda as amended.**

**All in favor. 7-0. MCU.**

**Motion by Meyer second by Berkner to approve the application for a Bingo License for Ortonville Community Center-July 1, 2009-June 30, 2010.**

**All in favor. 7-0. MCU.**

**RECOMMENDATIONS OF CITIZEN BOARDS, COMMITTEES AND COMMISSIONS:**

**a.Utility Committee Recommendation: Resolution Authorizing Transmission Service Agreement (T-1)**

**Motion by Randleman second by Berkner to adopt Resolution 09-084, Authorizing Transmission Service Agreement (T-1)**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Dorry, Meyer, Powell, Randleman, Berkner. Nay: None.**

**All in favor. 7-0. MCU.**

**b.Utility Committee Recommendation: Resolution Authorizing Lease of Transmission Facilities**

**Motion by Randleman second by Powell to adopt Resolution 09-085, Authorizing Lease of Transmission Facilities**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Dorry, Meyer, Powell, Randleman, Berkner. Nay: None.**

**All in favor. 7-0. MCU.**

**c.Utility Committee Recommendation: Resolution Approving Plans and Specifications and Ordering Advertisement for Bids-McCloud Street Forcemain and Street and Utility Improvement Project (without curb & gutter)**

Four options for McCloud Street Improvements were considered as follows: 22' street without curb and gutter, 28' street without curb and gutter, 28' street with curb and

**RECOMMENDATIONS OF CITIZEN BOARDS, COMMITTEES AND COMMISSIONS: (Cont.)**

gutter, and 32' street with curb and gutter. Discussion and questions followed. Berkner stated the City should let bids on two options to see what the costs would be.

**Motion by Berkner second by Randleman to adopt Resolution 09-086, Approving Plans and Specifications and Ordering Advertisement for Bids-McCloud Street Forcemain-28' Section without Curb and Gutter and 32' Section with Curb and Gutter.**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Powell, Randleman, Berkner. Nay: Dorry and Meyer.**

**d.Utility Committee Recommendation: Resolution Accepting Plans and Specifications and Authorizing Advertisement for Bids for the Capital Improvement Plan-2010 Infrastructure & Street Improvement Projects**

Tabled by Consensus. Public input needed.

**e. Utility Committee Recommendation: Resolution Approving Purchase of Point of Sale System & Software-\$4,587.00 plus \$1,184.00/Year Annual Maintenance Fee**

**Motion by Powell second by Randleman Roll to adopt Resolution 09-087, Approving Purchase of Point of Sale System & Software-\$4,587.00 plus \$1,184.00/Year Annual Maintenance Fee**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Powell, Randleman, Berkner. Nay: Meyer and Dorry.**

**5-2. MC.**

**f.Utility Committee Recommendation: Resolution Approving Purchase of Credit Card Payment Program**

**Motion by Randleman second by Powell to adopt Resolution 09-088, Approving Purchase of Credit Card Payment Program**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Powell, Randleman, Berkner. Nay: Meyer and Dorry.**

**5-2. MC.**

**g.Utility Committee Recommendation: Resolution Approving 63-Month Lease of Mailing Equipment-\$6,867.00 and 5-Year Maintenance Agreement-\$1,041.25**

**Motion by Powell second by Randleman to approve Resolution Approving 63-Month Lease of Mailing Equipment-\$6,867.00 and 5-Year Maintenance Agreement-\$1,041.25 and Resolution Approving 63-Month Lease of Inserting System-\$4,958.10 and 5-Year Maintenance Agreement- \$1,891.00. Discussion and questions followed.** Berkner suggested waiting until fall when the Pitney Bowes contract runs out to act on this equipment. Clerk-Administrator Lang offered to have the vendor give a demonstration of the equipment at a July meeting.

Powell withdrew his motion. Tabled.

**h.Utility Committee Recommendation: Resolution Approving 63-Month Lease of Inserting System-\$4,958.10 and 5-Year Maintenance Agreement- \$1,891.00.**

Tabled with 9.g.

**i.Street Committee Recommendation: Refer to Planning & Zoning-Split Rail Fences on City Right-of-Way**

**RECOMMENDATIONS OF CITIZEN BOARDS, COMMITTEES AND COMMISSIONS: (Cont.)**

**Motion by Anderson second by Randleman** *to refer to Planning & Zoning the issue of structures on City Right-of-way.*

**All in favor. 7-0. MCU.**

**j. Police Commission Recommendation: Resolution Approving Hiring Jennifer Cronen as Part-Time Police Officer at Step 2 and Kyle Arndt as Part-Time Police Officer at Step 1**

**Motion by Anderson second by Meyer** *to adopt Resolution 09-089, Approving Hiring Jennifer Cronen as Part-Time Police Officer at Step 2 and Kyle Arndt as Part-Time Police Officer at Step 1*

**Upon roll call vote the following voted Aye: Johnson, Anderson, Dorry, Meyer, Powell, Randleman, Berkner. Nay: None.**

**All in favor. 7-0. MCU.**

**k. Planning Commission Recommendation: Signage Proposal**

Discussion and questions followed. Berkner reported that Burt Nypen proposed a plan for installing directional signs around the City using grant money that the Big Stone County Historical Society has on hand. The signs would be beneficial for visitors to be able to find their way around the City. It is understood that the signs will be city owned and maintained and the city crew will be responsible for installation. The Street Department will be asked to get prices.

**Motion by Berkner second by Meyer** *to approve the use of Big Stone County Historical Society grant funds to purchase directional signs.*

**All in favor. 7-0. MCU.**

**l. Planning Commission Recommendation: Set Plan Review Fee, Plumbing Fee, Refund Policy, and Investigative Fee.**

Tabled by consensus.

**NEW BUSINESS:**

**a. Approve Expenditures**

**Motion by Powell second by Anderson** *to approve the expenditures as submitted.*

Council Member Dorry inquired about an invoice from Clerk-Administrator Lang for mileage reimbursement. Lang billed the City from his home in Clarkfield to a meeting in Alexandria and Dorry thought he should bill from his workplace to Alexandria. Meyer asked if it was legal and Powell reported that it is customary in his work environment to charge from the workplace to the meeting. Lang stated there was only a two-mile difference in the distance from Ortonville to Alexandria vs Clarkfield to Alexandria. Mayor Johnson stated he would address the issue with the Personnel Committee.

**4-2-1. Nay: Dorry and Meyer. Abstain: Berkner. MC.**

**b. Resolution Approving Bid for Airport Terminal Window Replacement**

**Motion by Dorry second by Meyer** *to adopt Resolution 09-090, Resolution Approving Bid for Airport Terminal Window Replacement*

Discussion and questions followed.

**NEW BUSINESS: (Cont.)**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Dorry, Meyer, Powell, Randleman, Berkner. Nay: None.**

**All in favor. 7-0. MCU.**

**c.Federal Airport Funding Repayment Agreement**

**Motion by Berkner second by Powell to approve a Federal Airport Funding Repayment Agreement with the City of Tracy, MN.**

**All in favor. 7-0. MCU.**

**d.Western MN Revolving Loan Fund Municipal Corporate Membership Appointment**

**Motion by Berkner second by Randleman to appoint Council Member William Powell to the Western Minnesota Revolving Loan Fund Corporate Board**

**All in favor. 7-0. MCU.**

**e.Assistance to Firefighters Fire Station Construction Grants Application**

Discussion and questions followed.

**Motion by Berkner second by Anderson to adopt Resolution 09-091, Approving Hiring Development Services Inc. to Prepare Assistance to Firefighters Fire Station Construction Grants Application-\$900.00.**

**Upon roll call vote the following voted Aye: Johnson, Anderson, Dorry, Meyer, Powell, Randleman, Berkner. Nay: None.**

**All in favor. 7-0. MCU.**

**f. Let's Go Fishing Request. The Let's Go Fishing Organization asked that the City provide power by the boat ramp on the Peninsula. They are willing to be billed monthly for the service.**

**Motion by Meyer second by Randleman to provide 110 volt power by the boat ramp on the Peninsula to the Let's Go Fishing Organization providing they pay a monthly fee for the service.**

**All in favor. 7-0. MCU.**

**CITY CLERK-ADMINISTRATOR REPORTS & RECOMMENDATIONS:**

13.a.Update: Small Cities Development Grant Program

13.b.Update: Columbian Hotel

13.c.Library Steps Grant Update-Handrails coming

13.d.2009-2010 Local Government Aid Update

13.e.MRES Bright Energy Solutions Update-Incentives

13.f.ITA Meeting to Discuss T-1 Implications

13.g. Mosquito Spraying

13.h.Opportunities Available to Serve the Community

13.i. Over Budget Question

13.j. Big Stone Lake Area Career Center

13.k.School Project-Transformer

13.l. MRES Board Update: No S-1 Rate Increase in 2010

13.m.MRES BestTrak Training

13.n. SW MN Arts & Humanities Council Meeting June 16 at Java Jule's 7:00 PM

**CITY CLERK-ADMINISTRATOR REPORTS & RECOMMENDATIONS:  
(Cont.)**

13.o. Coalition of Greater MN Cities Conference-Brainerd-July 29-31

13.p. Snow Removal Budget

13.q. Golf Ranger News Release

13.r. Chief of Police Job Announcement

**ADJOURNMENT:**

**Motion by Anderson second by Powell to adjourn the meeting at 10:10 PM.**

APPROVE:

ATTEST:

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Blair Johnson  
Mayor

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David A. Lang  
Clerk-Administrator